

City of Charlotte

*Charlotte-Mecklenburg Government Center
600 East 4th Street
Charlotte, NC 28202*



Meeting Agenda

Tuesday, May 27, 2025

Council Chamber

City Council Business Meeting

*Mayor Vi Lyles
Mayor Pro Tem Danté Anderson
Council Member Dimple Ajmera
Council Member Tiawana Brown
Council Member Ed Driggs
Council Member Malcolm Graham
Council Member Reneé Johnson
Council Member LaWana Mayfield
Council Member James Mitchell
Council Member Marjorie Molina
Council Member Edwin Peacock
Council Member Victoria Watlington*

**5:00 P.M. CITY COUNCIL BUSINESS MEETING,
CHARLOTTE-MECKLENBURG GOVERNMENT CENTER,
COUNCIL CHAMBER**

This meeting will also be accessible via the Government Channel, the City's Facebook page, and the City's YouTube channel.

Call to Order

Introductions

Invocation

Pledge of Allegiance

1. Swearing in of Council Member Edwin Peacock, District 6

AWARDS AND RECOGNITIONS

2. Jewish American Heritage Month

Action:

Mayor Lyles will read a proclamation recognizing May 2025 as Jewish American Heritage Month.

CONSIDERATION OF CONSENT ITEMS

3. Mayor and Council Consent Item Questions and Answers

Staff Resource(s):

Marie Harris, Strategy and Budget

Time: 5 minutes

Synopsis

Mayor and Council may ask questions about Consent agenda items.

[2025-05-27 Council Agenda QA](#)

4. Consent agenda items 14 through 26 may be considered in one motion except for those items removed by a Council member. Items are removed by notifying the City Clerk.

Time: 10 minutes

Consideration of Consent Items shall occur in the following order:

- A. Items that have not been pulled,
- B. Items with residents signed up to speak to the item, and
- C. Items that have been pulled for a separate vote.

PUBLIC FORUM

5. Public Forum

POLICY

6. City Manager's Report

[05.27.2025 City Manager's Memo](#)

7. Strategic Energy Action Plan Update

Action:

Approve the Transportation, Planning and Development Committee's recommendation to adopt the Strategic Energy Action Plan Update.

Committee Chair:

Ed Driggs, Transportation, Planning, and Development

Staff Resource(s):

Sarah Hazel, City Manager's Office

Heather Bolick, Office of Sustainability and Resilience

Robyn Byers, Office of Sustainability and Resilience

Explanation

- In June 2018, City Council unanimously adopted the Sustainable and Resilient Charlotte by 2050 Resolution and followed with an adopted plan to help us set the foundation for success. The Strategic Energy Action Plan (SEAP) was unanimously adopted by City Council in December 2018.
- Over the last six years, at the direction of City Council and the City Manager, the focus has been on creating a strong foundation for sustainability in Charlotte.
- With this implementation experience, the latest science, and updates in technology, the revised SEAP remains relevant in a changing context while focusing on meaningful impact to support all residents.
- In partnership with Ernst & Young and Civility Localized, staff worked closely over the past year with community stakeholders, partner organizations, and content experts to update the SEAP.
- The SEAP+ includes an update of the two original SEAP goals, splitting one into two, and setting one new goal:
 - Charlotte will reduce community-wide greenhouse gas emissions 72 percent (to 3.56 metric tons of CO2 emissions per capita) by 2035 and reach net-zero by 2050;
 - 600 MW of distributed renewable energy generation will be installed in Charlotte by 2035;
 - The city will source 100 percent of its electricity use in municipal buildings from zero carbon sources by 2030 and reach net zero emissions in municipal buildings by 2050; and
 - The city will reach net zero emissions in its light-duty fleet by 2035 and in its entire fleet by 2050.
- The focus areas of the SEAP+ are:
 - Buildings,
 - Transportation,
 - Energy generation, and
 - Cross-sectional.
- While the key objective of the SEAP is greenhouse gas emissions reduction, the SEAP+ has broadened this focus to include waste and water reduction and climate risk, and charts a course to align economic development policy, such as the creation of green jobs, with the actions necessary to transition to a zero carbon future.
- The SEAP follows a similar update pattern as the Charlotte Future 2040 Plan. It is to be reviewed every five years, and larger revisions are planned to occur roughly every ten years.
- Implementation of the SEAP will ensure operational resilience while achieving a balance between return on investment, total cost of ownership, and sustainability.

Committee Discussion

- The Transportation, Planning, and Development Committee discussed the SEAP+ referral at the January 8, 2024; October 7, 2024; February 3, 2025; March 3, 2025; April 7, 2025; and May 5, 2025, committee meetings.
- On May 5, 2025, the Transportation, Planning, and Development Committee voted unanimously (Driggs, Molina, Graham, Johnson) to recommend the updated SEAP (SEAP+) to full Council for

- adoption.
- Council received an overview of the committee's recommendations at the May 12, 2025, City Council Meeting.

Attachment(s)

Strategic Energy Action Plan Executive Summary

Strategic Energy Action Plan+ full updated document

[SEAP+ Executive Summary](#)

[SEAP+ Update](#)

BUSINESS

8. Keep Charlotte Beautiful Program Contributions

Action:

- A. Accept contributions in the amount of \$42,000 for the Keep Charlotte Beautiful program from the following:**
- **Lowe's Home Improvement: \$26,000,**
 - **Keep America Beautiful: \$16,000, and**
- B. Adopt a budget ordinance appropriating \$42,000 to the Neighborhood Development Grants Fund.**

Staff Resource(s):

Rebecca Hefner, Housing and Neighborhood Services

Explanation

- Keep Charlotte Beautiful (KCB), an affiliate of Keep America Beautiful (KAB), undertakes activities to support litter reduction, community greening, beautification, and recycling, including Great American Cleanup activities along with KAB affiliates across the country.
- KAB's goal is to remove 25 billion pieces of litter from public spaces by July 4, 2026, as part of the "Greatest American Cleanup," a celebration for the 250th anniversary of the signing of the Declaration of Independence. Additionally, KAB makes funds available to affiliates to revitalize and beautify communities in areas named in honor of Martin Luther King, Jr., through its MLK Corridor program.
- Lowe's Home Improvement and KAB are proposing sponsoring KCB projects in the Charlotte community to support the Greatest American Cleanup, MLK Corridor program, and other community greening and beautification efforts, including:
 - Pollinator garden and raised bed plantings at Charlotte-Mecklenburg Schools and the city-supported affordable housing apartment communities Nia Point and Montgomery Gardens in Corridors of Opportunity;
 - Tree watering and outreach efforts to extend the life of trees in Corridors of Opportunity;
 - Signage improvements and tree labels along the city's Urban Arboretum Trail;
 - Refurbishing an educational greenhouse at the Charlotte Metro School; and
 - KCB program supplies for volunteer community cleanups including safety vests, litter grabbers, gloves, and trash bags.
- The proposed contributions are in alignment with the City Council-adopted Sponsorship Policy, and do not require a city match.

Fiscal Note

Funding: Private sponsorship funding

Attachment(s)

Budget Ordinance

[Budget Ordinance - Keep Charlotte Beautiful Program Contributions](#)

9. Acquisition, Rehabilitation, and Resale Fund for Homeownership Contract

Action:

- A. **Approve a contract in the amount of \$1,200,000 with Habitat for Humanity of the Charlotte Region to support the production and sale of affordable homeownership units under the Acquisition, Rehabilitation, and Resale Fund for a term of one year, and**
- B. **Authorize the City Manager to renew the contract for up to one, one-year term and to amend the contract consistent with the purpose for which the contract was approved.**

Staff Resource(s):

Rebecca Hefner, Housing and Neighborhood Services

Warren Wooten, Housing and Neighborhood Services

Explanation

- The Acquisition, Rehabilitation, and Resale Revolving Loan Fund Program (ARR) was established to expand affordable homeownership opportunities and revitalize neighborhoods by leveraging partnerships with non-profit organizations to acquire vacant or rental single-family homes, perform needed renovations, and resell the homes to income-eligible buyers.
- In August 2024, the city released a rolling application for ARR loan pool membership seeking non-profit organizations experienced in housing development and rehabilitation. Approved loan pool members are eligible to participate in the program and request funds.
- Habitat for Humanity of the Charlotte Region (Habitat) was approved as a qualified pool member in November 2024.
- Habitat will use the \$1,200,000 to produce 15 affordable single-family homes through acquisition, rehabilitation, and resale.
- ARR guidelines include:
 - Unit acquisition will be targeted to the Corridors of Opportunity;
 - Average per-unit city subsidy up to \$80,000, with the possibility for additional down payment layering to ensure affordability (for example, through the city's House Charlotte program);
 - Homes will be sold to buyers earning 80% of Area Median Income or below (currently \$84,800 for a family of four);
 - Eligible buyers must secure first mortgage financing and meet income requirements; and
 - Units may not be used for rental purposes, and the city or non-profit partner will hold a right of first refusal to help ensure long-term affordability.

Background

- On November 13, 2023, City Council approved \$5.9 million in Coronavirus State and Local Fiscal Recovery Funds (SLFR Funds) to support the Neighborhood, Equity, and Stabilization (NEST) Commission's recommendations, including expanding the ARR Program to create affordable homeownership opportunities for low-to-moderate income residents.
- On November 25, 2024, City Council approved the use of \$25.4 million of SLFR Funds for government services to offset revenue lost as a result of the COVID-19 public health emergency (revenue replacement), and simultaneously appropriated the same amount from the General Operating Fund to the American Rescue Plan Act (ARPA) Fund, to allow more time to obligate and expend ARPA funds that had already been programmed by City Council, including the \$5.9 million support of anti-displacement programs recommended by NEST.
- The ARR Program aligns with City Council goals, priorities, and policies including the Housing Charlotte Framework, Anti-Displacement Strategy, and Affordable Housing Funding Policy.

Fiscal Note

Funding: 2024 General Operating Funds appropriated to the ARPA Fund

10. Albemarle Landing Apartments Affordable Housing Support Request

Action:

- A. **Approve a \$1,000,000 HOME Investment Partnerships Program allocation for a bridge loan to Albemarle Landing Limited Partnership, an affiliate of South Creek Development, LLC, for the Albemarle Landing Apartments affordable housing development, and**
- B. **Authorize the City Manager to negotiate, execute, amend, and renew contracts as needed to complete this transaction.**

Staff Resource(s):

Rebecca Hefner, Housing and Neighborhood Services

Warren Wooten, Housing and Neighborhood Services

Explanation

- Albemarle Landing (Development), a four percent low-income housing tax credit (LIHTC) multi-family housing community located in the Central/Albemarle Road Corridor of Opportunity at 5800 Albemarle Road (parcel identification number 133-101-10) in Council District 5, is owned by Albemarle Landing Limited Partnership, an affiliate of South Creek Development, LLC (Owner).
- The Development, which was completed in 2025, has an existing 30-year LIHTC affordability period, and consists of 128 fully leased units serving households earning 70 percent and below the area median income (AMI), including:
 - 30 units at or below 50 percent AMI,
 - 68 units at or below 60 percent AMI, and
 - 30 units at or below 70 percent AMI.
- The owner is requesting a \$1,000,000 short-term bridge loan to unlock long-term, low-interest financing through a federal Department of Housing and Urban Development (HUD) insured mortgage structure, thereby helping to stabilize the Development for long-term outcomes.
- The bridge loan will have a repayment term of seven years and accrue interest at no less than three percent.
- In consideration for the city's bridge loan, the Developer will:
 - Extend the Development's affordability period for an additional 10 years, for a total 40-year affordability period, and
 - As units turn over, set-aside 15 percent of the units (19 units) for vulnerable populations referred by community partners in alignment with housing investment priorities.
- Repayment of the bridge loan will recycle back to the city's affordable housing development fund, at which time these funds will continue to be subject to federal HOME guidelines.
- There is no Housing Trust Fund allocation or other city financial support affiliated with this Development.

Background

- In April 2023, the Housing, Safety, and Community Committee received an overview of the Housing Trust Fund Tune-up Implementation, including leveraging the city's federal allocations to create and preserve affordable housing opportunities.
- On September 9, 2024, City Council approved the Affordable Housing Funding Policy, which encourages the leveraging of public-private resources to achieve affordability goals and the use of innovative strategies that have the potential to scale.
- On April 7, 2025, the Housing, Safety, and Community Committee discussed opportunities to activate new financing tools to advance affordable housing innovation, including short-term bridge loans and the Albemarle Landing proposal.

Fiscal Note

Funding: Federal HOME funding

Attachment(s)

Map

[Map - Albemarle Landing](#)

11. Havenridge at Sharon Amity Affordable Housing Development Support Request

Action:

- A. Approve a \$6,000,000 Housing Trust Fund allocation for the Havenridge at Sharon Amity affordable housing development in Council District 5, contingent upon it receiving a four percent Low-Income Housing Tax Credit award from the North Carolina Housing Finance Agency, and
- B. Authorize the City Manager, or his designee, to execute, amend, modify, and renew contracts and other required documents as needed to complete the transaction.

Staff Resource(s):

Rebecca Hefner, Housing and Neighborhood Services
Warren Wooten, Housing and Neighborhood Services
Michael Englehart, Housing and Neighborhood Services

Explanation

- On November 27, 2024, the city issued a Housing Development Funding Request for Proposals (RFP) to aid in the production of affordable housing units. This is the first RFP since Council's adoption of the Affordable Housing Funding Policy.
- In response to the RFP, 15 proposals were received seeking various types of gap financing support including nine percent and four percent tax credits from the North Carolina Housing Finance Agency (NCHFA), including a proposal for the Havenridge at Sharon Amity development. Two of the proposals were subsequently withdrawn by the developers.
- Approval of the recommended Housing Trust Fund allocation will add 120 affordable rental housing units in Council District 5.
- The development met all submission requirements. Additionally, the evaluation process included assessing the proposal for alignment with Council policies, goals, and priorities including the Affordable Housing Funding Policy, ensuring developer experience, achieving long-term affordability, creating mixed-income opportunities in areas of opportunity, and maximizing the leverage of available resources.
- The NCHFA will base its final tax credit awards on variables such as market demand and local housing needs, ability to serve qualified residents for the longest affordability period, design and quality of construction, and financial structure and long-term viability.

City Council Discussion

- City Council received staff funding recommendations including Housing Trust Fund allocations at the April 14, 2025, City Council Business Meeting.
- At the April 28, 2025 Council Business Meeting, Council approved recommended affordable housing development funding requests except for the Havenridge at Sharon Amity request, and voted to defer consideration of the Havenridge at Sharon Amity request to allow additional time for community engagement activities.

Charlotte Business INclusion

Housing Trust Fund projects and their developers are subject to MWSBE goals determined based on the amount of city funding allocation received.

Fiscal Note

Funding: Housing Trust Fund

Attachment(s)

April 14, 2025, Council Action Review Presentation

[04.14.2025 Affordable Housing Action Review Presentation](#)

12. Lease of City-Owned Property on Seigle Avenue

Action:

- A. Adopt a resolution approving a lease agreement with Envision Charlotte for the lease of city-owned property at 932 Seigle Avenue (parcel identification number 081-115-01) and the adjacent parking lot at 1100 Otts Street (parcel identification number 081-114-53), and**
- B. Authorize the City Manager to negotiate and execute all documents necessary to complete this transaction and to amend the lease agreement consistent with the intent of the agreement.**

Staff Resource(s):

Phil Reiger, General Services

Greg Crawford, General Services

Explanation

- The city owns approximately 4.5 acres of property, zoned ML-2 (Manufacturing and Logistics - 2), located at 932 Seigle Avenue in Council District 1. This site was formerly known as the city's Light Vehicle Maintenance Facility and consists of an approximately 36,000 square-foot building, two parking lots, and other improvements.
- The city also owns approximately 11.1 acres of property across the street, zoned ML-2, located at 1100 Otts Street in Council District 1. This site consists of several parking lots and other improvements.
- Envision Charlotte (Envision), a 501(c)(3) nonprofit corporation, desires to continue leasing the building and two parking lots at 932 Seigle Avenue and one additional parking lot at 1100 Otts Street, all of which has been leased by Envision since 2018.
- This lease allows Envision to continue its operations in the improved portion of the building and reserves the city's right to determine the use of the unimproved portion of the building in the event the city elects to undertake improvement of that space. Until such a determination is made, Envision will be permitted to use the unimproved portion of the building.
- The lease terms include:
 - A five-year initial term, commencing on July 1, 2026;
 - Two, two-year renewal options; and
 - An annual lease rate of \$1.

Background

- On May 14, 2018, City Council adopted a resolution for a five-year lease agreement with Envision for the use of the city's property at 932 Seigle Avenue for \$1 per year. The current lease expires on June 30, 2026.
- Since 2018, Envision has operated this space as the Innovation Barn, a dynamic hub focusing on the circular economy implementing programs and incubator projects that aim to keep valuable resources in circulation and out of landfills.
- The concept of circular economy is one in which resources are used for as long as possible and then recovered and used to generate new products and materials rather than disposal in a landfill.

Attachment(s)

Resolution

Map

[Resolution - Lease of City-Owned Property on Seigle Avenue](#)

[Map - Lease of City-Owned Property on Seigle Avenue](#)

APPOINTMENTS

13. Appointments to the Firefighter's Relief Fund Board of Trustees

Action:

Appoint residents to serve as specified.

Staff Resource(s):

Stephanie Kelly, City Clerk's Office

Explanation

- One appointment for a three-year term beginning July 1, 2025, and ending June 30, 2028.
 - Chris Formyduval, nominated by Council members Molina and Watlington.
 - Thomas Lineberger, nominated by Council members Ajmera, Anderson, Johnson, and Mayfield.

Attachment(s)

Firefighter's Relief Fund Board of Trustees Applications

CONSENT

14. Fire Turnout Gear

Action:

- A. Approve the purchase of fire turnout gear, accessories, and related services from a cooperative contract,
- B. Approve a unit price contract with LION First Responder for the purchase of fire turnout gear, accessories, and related services for a term of three years under Sourcewell contract #010424-LIO, and
- C. Authorize the City Manager to extend the contract for additional terms as long as the cooperative contract is in effect, at prices and terms that are the same or more favorable than those offered under the cooperative contract.

Staff Resource(s):

Reginald Johnson, Fire

Jerry Winkles, Fire

Jeffrey Matthews, Fire

Explanation

- The Charlotte Fire Department relies on frequent access to high-quality firefighting turnout gear to ensure the safety and operational effectiveness of our first responders. This equipment and related services support the safety and operational readiness of the city's fire department.
- NC General Statute Section 143-129(e)(3) allows local governments to purchase from formally organized cooperative purchasing contracts.
- A cooperative purchasing agreement results from the consolidation and competitive solicitation of multiple public agency requirements. By aggregating common needs all agencies are able to leverage economies of scale, such as volume discounts, improved terms and conditions, reduced administrative costs, and access to professional and technical expertise.
- Annual expenditures are estimated to be \$2,600,000.

Charlotte Business INclusion

Cooperative purchasing contracts leverage contracts established by other governmental agencies and do not involve the city conducting a bidding process and are thus exempt from CBI Program goals. Subcontracting opportunities are typically not feasible under cooperative purchasing arrangements.

Fiscal Note

Funding: Fire Operating Budget

15. Prosperity Church Road Improvements from Old Ridge Road to Benfield Road

Action:

Approve a contract in the amount of \$4,815,988.10 to the lowest responsive, responsible bidder Blythe Development for the Prosperity Church (Old Ridge Road to Benfield Road) Improvements project.

Staff Resource(s):

Phil Reiger, General Services

Kathleen Cishek, General Services

Keith Bryant, General Services

Explanation

- This project will include the construction of curb, gutter, sidewalk, storm drainage, bicycle lanes, on-street parking, and a roundabout at Prosperity Church Road and Prosperity Ridge Road in Council District 4.
- On March 11, 2025, the city issued an Invitation to Bid; seven bids were received.
- Blythe Development was selected as the lowest responsive, responsible bidder.
- Construction is expected to be complete in the second quarter of 2027.

Charlotte Business INclusion

Established MBE Goal: 5.00%

Committed MBE Goal: 5.00%

Blythe Development met the established contract goal and has committed 5.00% (\$240,800) of the base bid amount to the following certified firm(s):

- RRC Concrete (MBE) (\$240,800) (concrete)

Established WBE Goal: 3.00%

Committed WBE Goal: 3.00%

Blythe Development met the established contract goal and has committed 3.00% (\$144,500) of the base bid amount to the following certified firm(s):

- On Time Construction (WBE) (\$144,500) (concrete)

Attachment(s)

Map

[Map - Prosperity Church Road Improvements](#)

16. HVAC Maintenance and Repair Services

Action:

- A. Approve service contracts for the purchase of HVAC Maintenance and Repair Services for a term of three years to the following:**
- **Armstrong Mechanical Services, Inc.,**
 - **Cam-Ful Industries, Inc.,**
 - **STR Mechanical, LLC., and**
- B. Authorize the City Manager to renew the contracts for up to one, two-year term with possible price adjustments and to amend the contracts consistent with the purpose for which the contracts were approved.**

Staff Resource(s):

Phil Reiger, General Services

David Wolfe, General Services

John Mrzygod, General Services

Explanation

- General Services is responsible for the operations and maintenance of over 200 municipal facilities, structures, and assets, with a range of uses including office, warehouse, storage, parking, vehicle maintenance, communication towers, and public safety.
- Periodic comprehensive preventive maintenance, inspections, installations, and 24-hour emergency repair service for various HVAC systems may be required.
- Services include but are not limited to:
 - Routine HVAC maintenance to ensure the city's air conditioning and heating systems are working correctly,
 - Planned and unplanned service and repairs to the city's HVAC systems, and
 - HVAC installation services.
- On March 7, 2025, the city issued a Request for Proposals (RFP); six proposals were received.
- The three companies selected best meet the city's needs in terms of qualifications, experience, cost, and responsiveness to RFP requirements.
- Potential price adjustments may be considered based on legitimate and justified increases in the cost of doing business. The ability to consider price adjustments also allows the city to accept decreases, if warranted.
- Annual aggregate expenditures are estimated to be \$2,500,000.

Charlotte Business INclusion

Contract goals were not established for this contract because the scope of work or goods required does not present viable subcontracting opportunities. The selected companies will be responsible for 100% of the work or goods, and there are no opportunities to include subcontractors. This assessment was confirmed by CBI and the respective department after reviewing the project's scope and potential for division into subcontracting opportunities.

Fiscal Note

Funding: General Services Operating Budget

17. Light Rail Vehicle Coupler Overhaul Services

Action:

- A. Approve a unit price contract with Dellner Inc. for light rail vehicle coupler overhaul services for a term of three years, and**
- B. Authorize the City Manager to renew the contract for up to two, one-year terms with possible price adjustments and to amend the contract consistent with the purpose for which the contract was approved.**

Staff Resource(s):

Brent Cagle, CATS

Gary Lee, CATS

Explanation

- The Charlotte Area Transit System's (CATS) objective of the Light Rail Vehicle (LRV) fleet coupler overhaul project is for the company to ensure that the LRV coupler systems are maintained and serviced properly to reach their 30-year useful life.
- The goal of this project is to complete the refurbishment and repair of the CATS III fleet coupler subsystem in a safe, expeditious, and efficient manner to maintain the S70 system in a state of good repair.
- This project will follow the original equipment manufacturers' (OEM) established specifications and guidelines required to perform the overhaul.
- On December 12, 2024, the city issued a Request for Proposals (RFP); one response was received.
- Dellner Inc. meets the city's needs in terms of qualifications, experience, cost, and responsiveness to RFP requirements.
- At renewal, potential price adjustments may be considered based on legitimate and justified increases in the cost of doing business. The ability to consider price adjustments also allows the city to accept decreases, if warranted.
- Annual expenditures are estimated to be \$310,000.

Disadvantaged Business Enterprise

No goals shall be established on contracts where: (a) there are no subcontracting opportunities identified for the contract; or (b) there are no DBEs certified to perform the scopes of work that the city regards as realistic opportunities for subcontracting. This contract meets the provisions of (a) - no subcontracting opportunities.

Fiscal Note

Funding: CATS Operating Budget

18. Transit Scheduling Software Maintenance and Upgrade Licensing Agreement

Action:

- A. Approve an amendment to the Charlotte Area Transit System's contract with GIRO, Inc. to purchase additional service block hours to provide software service updates, and**
- B. Authorize the City Manager to purchase such additional software licenses, services, hardware, maintenance, and support as required to maintain the system for as long as the city uses the system.**

Staff Resource(s):

Elizabeth Presutti, CATS

Rachel Gragg, Innovation and Technology

Randy Moulton, Innovation and Technology

Explanation

- The HASTUS Scheduling System is the software that the Charlotte Area Transit System (CATS) has used since 2000 to:
 - Review operator work assignments for optimal use of overtime;
 - Maintain low idle time; and
 - Increase cost-effectiveness in operations.
- On October 26, 2015, City Council approved a contract with GIRO, Inc. to upgrade the existing HASTUS Scheduling System and all of its modules.
- This amendment is to purchase service days from the vendor to update the application to a 2025 version and to incorporate our light rail employees in the use of the application.
- Waiver of a competitive solicitation process for services may be granted on a limited basis when deemed appropriate and in the city's best interest. A waiver has been approved for these services based on continuity of service and limited vendors with required qualifications for the needed services.
- GIRO, Inc. developed the proprietary system that is currently used for CATS Bus Operations and is therefore uniquely qualified to integrate expanded uses into the existing system.
- This contract amendment is estimated to be \$600,000.

Disadvantaged Business Enterprise

No goals shall be established on contracts where: (a) there are no subcontracting opportunities identified for the contract; or (b) there are no DBEs certified to perform the scopes of work that the city regards as realistic opportunities for subcontracting. This contract meets the provisions of (a) - no subcontracting opportunities.

Fiscal Note

Funding: CATS Operating Budget

19. Airport Concrete Spall Repair Services

Action:

- A. Approve a unit price contract with Stone Restoration of America Inc. for the Secondary Portland Cement Concrete Spall Repair Program for a term of three years, and**
- B. Authorize the City Manager to renew the contract for up to two, one-year terms with possible price adjustments and to amend the contract consistent with the purpose for which the contract was approved.**

Staff Resource(s):

Haley Gentry, Aviation
Jack Christine, Aviation

Explanation

- On August 28, 2023, City Council approved a unit price contract with Hi-way Paving, Inc. to provide spall repair services to maintain concrete surfaces of the airfield, parking areas, and private roadways on Airport property.
- This contract will provide for a second contractor to enhance capacity for spall repair services.
- On March 7, 2025, the city issued Invitation to Bid (ITB); one bid was received.
 - NC General Statute 143-132 prohibits municipalities from awarding construction contracts over \$500,000 without receiving at least three competitive bids from the initial advertisement of the contract. The city may subsequently award the contract even if readvertisements result in fewer than three competitive bids.
- On April 8, 2025, the city re-issued an ITB; one bid was received.
- Stone Restoration of America Inc. was selected as the lowest responsive, responsible bidder.
- At renewal, potential price adjustments may be considered based on legitimate and justified increases in the cost of doing business. The ability to consider price adjustments also allows the city to accept decreases, if warranted.
- Annual expenditures are estimated to be \$250,000.

Charlotte Business INclusion

Contract goals were not established for this contract because the scope of work or goods required does not present viable subcontracting opportunities. Stone Restoration of America Inc. will be responsible for 100% of the work or goods, and there are no opportunities to include subcontractors. This assessment was confirmed by CBI and the respective department after reviewing the project's scope and potential for division into subcontracting opportunities.

Fiscal Note

Funding: Aviation Operating Budget

20. Airport Roofing and Skylight Inspection Services

Action:

- A. **Approve unit price contracts for roofing and skylight inspection services for a term of three years with the following:**
- **SKA Consulting Engineers, Inc.,**
 - **Terracon Consultants, Inc., and**
- B. **Authorize the City Manager to renew the contracts for up to two, one-year terms with possible price adjustments and to amend the contracts consistent with the purpose for which the contracts were approved.**

Staff Resource(s):

Haley Gentry, Aviation

Jack Christine, Aviation

Explanation

- Aviation requires roofing and skylight inspections at the Airport's main terminal and auxiliary support buildings.
- On January 1, 2025, the city issued a Request for Qualifications (RFQ); four responses were received.
- The firms selected meet the city's needs in terms of qualifications, experience, cost, and responsiveness to RFQ requirements.
- At renewal, potential price adjustments may be considered based on legitimate and justified increases in the cost of doing business. The ability to consider price adjustments also allows the city to accept decreases if warranted.
- Annual aggregate expenditures are estimated to be \$200,000.

Charlotte Business INclusion

The city negotiates contract participation after the proposal selection process. On these contracts, the selected companies have committed 10.00% (\$60,000) of the total contract amount to the following certified firm(s):

SKA Consulting Engineers, Inc.

- Drake Building Maintenance and Restoration, LLC (WBE) (\$30,000) (test cuts)

Terracon Consultants, Inc.

- Rike Roofing Services, Inc. (WBE) (\$30,000) (roofing)

Fiscal Note

Funding: Aviation Operating Budget

21. Microsoft Software Enterprise Licensing

Action:

- A. Approve the purchase of Microsoft software licenses, maintenance, subscription licenses, support, and hosted services from a cooperative contract,**
- B. Approve a unit price contract with SHI International Corp. for the purchase of Microsoft software licenses, maintenance, subscription licenses, support, and hosted services for a term of three years under Sourcewell contract #121923-SHI, and**
- C. Authorize the City Manager to extend the contract for additional terms as long as the cooperative contract is in effect, at prices and terms that are the same or more favorable than those offered under the cooperative contract.**

Staff Resource(s):

Markell Stora, Innovation and Technology

Explanation

- This contract is for the purchase of Microsoft software licenses (including subscription licenses), maintenance, support, and remotely hosted services and specific software, including Microsoft Windows, Office, SharePoint, Project, and SQL Server for designated computers and/or users.
- NC General Statute Section 143-129(e)(3) allows local governments to purchase from formally organized cooperative purchasing contracts.
- A cooperative purchasing agreement results from the consolidation and competitive solicitation of multiple public agency requirements. By aggregating common needs, all agencies are able to leverage economies of scale, such as volume discounts, improved terms and conditions, reduced administrative costs, and access to professional and technical expertise.
- Annual expenditures are estimated to be \$4,800,000.

Charlotte Business INclusion

Cooperative purchasing contracts leverage contracts established by other governmental agencies and do not involve the city conducting a bidding process and are thus exempt from CBI Program goals. Subcontracting opportunities are typically not feasible under cooperative purchasing arrangements.

Fiscal Note

Funding: I&T Operating Budget

22. INLIVIAN Housing Revenue Bond Issuance Approval for The Barton South Apartments

Action:

Adopt a resolution granting INLIVIAN's request to issue new multi-family housing revenue bonds in an amount not to exceed \$22,000,000 to finance the development of an affordable housing development known as The Barton South.

Staff Resource(s):

Rebecca Hefner, Housing and Neighborhood Services

Warren Wooten, Housing and Neighborhood Services

Explanation

- This action will not obligate the city financially or impact the Capital Investment Plan and is requested to satisfy Section 147(f) of the Internal Revenue Code of 1986, which requires the issuance of housing bonds to be approved by the local governmental unit with jurisdiction over the area where the development is located.
- INLIVIAN is requesting that City Council adopt a resolution authorizing the issuance of new multi-family housing revenue bonds for Barton South, a 140-unit new construction affordable housing development to be developed, owned, and operated by BRAD Barton South, LLC, an affiliate of Blue Ridge Atlantic Development (Developer) or an affiliated or related entity.
- The development will be located on approximately 4.5 acres at 6000 Old Pineville Road (parcel identification number 169-091-11) in Council District 3.
- The development will serve households earning up to 80 percent of the Area Median Income.
- The INLIVIAN bonds, not to exceed \$22,000,000, will be used to finance land acquisition and construction of the development.
- This action further supports City Council's July 11, 2022, and April 28, 2025, approval of \$6 million combined Housing Trust Fund support for the development.

Background

- In conjunction with the Developer's request for city housing development fund support, the Developer applied for four percent low-income housing tax credits and housing bond allocation capacity from the North Carolina Housing Finance Agency to help finance the land acquisition and construction of the development.
- The North Carolina Housing Finance Agency approved the Developer's application pursuant to its Qualified Allocation Plan and awarded the requested four percent tax credits and bond allocation capacity for the development. Tax credit and bond allocations are subject to federal income limits, set-aside rules, and include deed restrictions.
- INLIVIAN, as a public housing authority, is duly authorized to issue housing bonds to finance developments that serve persons of low and moderate income, including developments in which it does not have a direct interest. The INLIVIAN board of directors approved the issuance of the new multi-family housing revenue bonds on January 17, 2023.

Attachment(s)

Map

Resolution

[Map - The Barton South](#)

[Resolution - INLIVIAN Housing Revenue Bond, The Barton South Apartments](#)

23. Meeting Minutes

Action:

Approve the titles, motions, and votes reflected in the Clerk's record as the minutes of:

- March 24, 2025, Business Meeting,
- April 7, 2025, Council Committee Discussions,
- April 14, 2025, Business Meeting,
- April 21, 2025, Zoning Meeting, and
- April 28, 2025, Business Meeting.

Staff Resource(s):

Stephanie Kelly, City Clerk's Office

Explanation

- Meeting minutes can be reviewed on the City Clerk's website:
<https://www.charlottenc.gov/City-Government/Departments/City-Clerk/Meeting-Minutes>

24. Set a Public Hearing on Kenmore Area Voluntary Annexation

Action:

Adopt a resolution setting a public hearing for June 23, 2025, for Kenmore Area voluntary annexation petition.

Staff Resource(s):

Monica Holmes, Planning, Design, and Development

Holly Cramer, Planning, Design, and Development

Emma Knauerhase, Planning, Design, and Development

Explanation

- The city has received a petition for voluntary annexation of private property.
- Public hearings are required prior to City Council action on annexation requests.
- The property is located within Charlotte's extraterritorial jurisdiction.
- The area proposed for annexation shares boundaries with current city limits.
- Annexation of this area will allow for more orderly development review, extension of city services, capital investments, and future annexation processes.
- The 44.76-acre "Kenmore" site is in western Mecklenburg County. The property is located north of South Tryon Street along the west side of Shopton Road.
 - The site is currently developed with single family dwellings and associated accessory buildings that will be removed prior to any redevelopment.
 - The petitioner has plans to redevelop the site with 95 detached single family dwelling units.
 - The property is zoned N1-A (Neighborhood 1 - A) which allows for single family detached residential uses, as well as duplexes, triplexes, and a limited number of other uses.
 - The property is located immediately adjacent to City Council District 3.
 - The petitioned area consists of four parcels: parcel identification numbers 199-481-01, 199-481-02, 199-481-04, 199-481-05.

Consistency with City Council Policies

- The annexation is consistent with voluntary annexation policy approved by City Council on March 24, 2003; more specifically this annexation:
 - Is consistent with the policy to not adversely affect the city's ability to undertake future annexations;
 - Is consistent with the policy to not have undue negative impact on city finances or services; and
 - Is consistent with the policy to not create unincorporated areas that will be encompassed by new city limits.

Attachment(s)

Map

Resolution

[Map - Kenmore Area Annexation](#)

[Resolution - Kenmore Area Annexation](#)

25. Set a Public Hearing on Shorewood Area Voluntary Annexation

Action:

Adopt a resolution setting a public hearing for June 23, 2025, for Shorewood Area voluntary annexation petition.

Staff Resource(s):

Monica Holmes, Planning, Design, and Development

Holly Cramer, Planning, Design, and Development

Emma Knauerhase, Planning, Design, and Development

Explanation

- The city has received a petition for voluntary annexation of private property.
- Public hearings are required prior to City Council action on annexation requests.
- The property is located within Charlotte's extraterritorial jurisdiction.
- The area proposed for annexation does not share boundaries with current city limits.
- Annexation of this area will allow for more orderly development review, extension of city services, capital investments, and future annexation processes.
- The 9.197-acre "Shorewood" site is in north Mecklenburg County. The property is located just north of Interstate 485 along the west side of Twin Lakes Parkway.
 - The site is currently developed with an industrial building.
 - The petitioner has plans to renovate the industrial building on site with a possible expansion of the building from 45,205 square feet to 65,000 square feet.
 - The property is zoned I-1(CD) (Light Industrial, Conditional), which allows for light industrial uses.
 - Rezoning Petition 2022-215 rezoned the site in April of 2023 from BP to I-1(CD). The site's entitlements under the approved conditional plan allow for light industrial uses which may include auto sales, auto repair, and offices.
 - The property is located near City Council District 4.
 - The petitioned area consists of one parcel: parcel identification number 025-062-05.

Consistency with City Council Policies

- The annexation is consistent with voluntary annexation policy approved by City Council on March 24, 2003; more specifically this annexation:
 - Is consistent with the policy to not adversely affect the city's ability to undertake future annexations;
 - Is consistent with the policy to not have undue negative impact on city finances or services; and
 - Is consistent with the policy to not create unincorporated areas that will be encompassed by new city limits.

Attachment(s)

Map

Resolution

Rezoning Petition 2022-215 Approved Site Plan

[Map - Shorewood Annexation Area](#)

[Resolution - Shorewood Area Annexation](#)

[Rezoning Petition 2022-215 Approved Site Plan](#)

CONSENT - PROPERTY TRANSACTIONS**26. Aviation Property Transactions - 8210 McAlpine Drive**

Action: Approve the following Acquisition: 8210 McAlpine Drive

The property is acquired in accordance with Federal Regulations in 49 C.F.R. Part 24 that implement the Uniform Acquisition and Relocation Act of 1970. Acquisition costs are eligible for Federal Aviation Administration Reimbursement.

Project: Aviation Master Plan

Owner(s): Eugene B. Collins & Jamie J. Hyatt

Property Address: 8210 McAlpine Drive

Total Parcel Area: 27,704 sq. ft. (0.636 ac.)

Property to be acquired by Easements: None

Structures/Improvements to be impacted: Single-family home

Landscaping to be impacted: Grass and small shrubs

Zoned: N1-A

Use: Single-family Residential

Parcel Identification Number(s): 141-221-11

<https://polaris3g.mecklenburgcountync.gov/pid/14122111>

Purchase Price: \$342,500 and all relocation benefits in compliance with Federal, State or Local regulations.

Council District: 3

27. Closed Session (as necessary)

Adjournment

REFERENCES

28. Reference - Property Acquisitions and Condemnations

- The city has negotiated in good faith to acquire the properties set forth below.
- For acquisitions, the property owner and staff have agreed on a price based on appraisals and/or estimates.
- In the case of condemnations, the value was established by an independent, certified appraisal followed by a third-party appraisal review.
- Real Estate staff diligently attempts to contact all property owners by:
 - Sending introductory letters via regular and certified mail,
 - Making several site visits,
 - Leaving door hangers and business cards,
 - Seeking information from neighbors,
 - Searching the internet,
 - Obtaining title abstracts, and
 - Leaving voice messages.
- For most condemnation cases, the city and the property owner(s) have been unable to reach a settlement. In some cases, condemnation is necessary to ensure a clear title to the property.
- If the City Council approves the resolutions, the City Attorney's office will initiate condemnation proceedings. As part of the condemnation process, real estate staff and the City Attorney's Office will continue to negotiate, including court-mandated mediation, in an attempt to resolve the matter. Most condemnation cases are settled by the parties prior to going to court.
- If a settlement cannot be reached, the case will proceed to a trial before a judge or jury to determine "just compensation."
- Full text of each resolution is on file with the City Clerk's Office.
- The definition of easement is a right created by grant, reservation, agreement, prescription, or necessary implication, which one has in the land of another, it is either for the benefit of land, such as right to cross A to get to B, or "in gross," such as public utility easement.
- The term "fee simple" is a synonym for ownership and is an estate under which the owner is entitled to unrestricted powers to dispose of the property, and which can be left by will or inherited.

29. Reference - Property Transaction Process

Property Transaction Process Following City Council Approval for Condemnation

The following overview is intended to provide further explanation for the process of property transactions that are approved by City Council for condemnation.

Approximately six weeks of preparatory work is required before the condemnation lawsuit is filed. During this time, the City continues to negotiate with the property owner in an effort to reach a mutual settlement.

- If a settlement is reached, the condemnation process is stopped, and the property transaction proceeds to a real estate closing.
- If a settlement cannot be reached, the condemnation lawsuit is filed. Even after filing, negotiations continue between the property owner and the City's legal representative. Filing of the condemnation documents allows:
 - The City to gain access and title to the subject property so the capital project can proceed on schedule.
 - The City to deposit the appraised value of the property in an escrow account with the Clerk of Court. These funds may be withdrawn by the property owner immediately upon filing, and at any time thereafter, with the understanding that additional funds transfer may be required at the time of final settlement or at the conclusion of litigation.
- If a condemnation lawsuit is filed, the final trial may not occur for 18 to 24 months; however, a vast majority of the cases settle prior to final trial. The City's condemnation attorney remains actively engaged with the property owner to continue negotiations throughout litigation.
 - North Carolina law requires that all condemnation cases go through formal non-binding mediation, at which an independent certified mediator attempts to facilitate a successful settlement. For the minority of cases that do not settle, the property owner has the right to a trial by judge or jury in order to determine the amount of compensation the property owner will receive.

30. Reference - Charlotte Business INClusion Program

The following excerpts from the City of Charlotte's Charlotte Business INClusion Administrative Procedures Manual are intended to provide further explanation for those agenda items that reference the Charlotte Business INClusion Program in the business meeting agenda.

Section 7.11 Small Business Market Strategy

Section 7.11: The Business Inclusion Officer may develop a market strategy for SBEs that may consist of setting aside certain classes or sizes of contracts for targeted Solicitations to SBEs.

Section 3.1 Contract Goals

Section 3.1.2: Contract Goals: One or more contract goals may be established for all Contracts of \$100,000 or more.

Section 3.1.3: Types of Contract Goals: A Contract Goal can be a (i) MWSBE Goal, (ii) MBE Goal, (iii) SBE Goal, (iv) WBE Goal, (v) MSBE Goal, (vi) WSBE Goal or (vii) MWBE Goal.

Section 3.1.4: Participation Plan for Specific City Agreements:

3.1.4.1: Participation Plans shall be used for Contracts using the Infrastructure Reimbursements Agreements, Developer Agreements, Financial Partner agreements, design-build construction delivery method, construction manager at-risk delivery method, and public-private partnership construction delivery method. The Business Inclusion Officer may require a Participation Plan for other Contracts not specified in this section.

3.1.4.2: The Business Inclusion Officer shall draft a Participation Plan describing what outreach and other efforts the Contractor will be required to undertake to meet the Contract Goals established for the Contract. Any revisions to a Participation Plan after submission shall be approved in writing by the Business Inclusion Officer.

Section 3.1.5: Negotiated Contract Goals:

3.1.5.1: The City may negotiate with a Business Enterprise regarding prospective MWSBE utilization on a Contract prior to its Solicitation. In such instances, the negotiation regarding any Contract Goals may involve scopes of work that are undefined prior to Solicitation but will consist of an overall City expenditure of funds that is known.

Section 3.1.6: No Contract Goals: Contract Goals will not be established on a Contract if (i) there are no MWSBEs to perform the work for the Contract or (ii) it is an Exempt Contract.

Section 8.0 Definitions

Section 8.15: Contract: Any written agreement between the City and Business Enterprise, or any modification thereof, obligating the Business Enterprise to furnish goods or services to the City or perform construction activities for the City. This term shall not include exempt contracts.

Section 8.21: Exempt Contracts: The following Contracts are exempt from all aspects of the CBI Program unless a Department elects otherwise:

8.21.1 Federal Funded Agreements: Contracts that are subject to the U.S. Department of Transportation Disadvantaged Business Enterprise Program as set forth in 49 CFR Part 26 or any successor legislation.

8.21.2 Financial Partner Agreements: Contracts with a Financial Partner that has an existing MWSBE program or DBE program that the Financial Partner uses regularly and can provide evidence thereof.

8.21.3 Interlocal Agreements: Contracts with other units of federal, state, or local government.

8.21.4 Legal Services: Contracts to provide legal services on behalf of the City or its employees or elected officials.

8.21.5 No Competitive Process: Contracts that are entered into without a competitive process, or entered into based on a competitive process administered by an entity other than the City, including but not limited to agreements that are entered into by sole sourcing, piggybacking,

buying off the North Carolina State contract, buying from a competitive bidding group purchasing program as allowed under North Carolina General Statutes § 143-129(e)(3), or using the emergency procurement procedures established by the North Carolina General Statutes.

8.21.6 Real Estate Leasing and Acquisition: Contracts for the acquisition or lease of real estate.

8.21.7 Special Exemptions: Contracts where the Department and the Business Inclusion Officer agree that there was no discretion to hire an MWSBE including, but not limited to, payments or reimbursements to City employees or the procurement of utilities.

8.21.8 State Funded Agreements. Contracts that are subject to an MWBE Goal set by the State of North Carolina pursuant to North Carolina General Statutes § 143- 128.2

Section 5.0: Responsibilities After Contract Award

Section 5.4: New Subcontracting Opportunities

5.4.1: If a Contract has a previously unidentified opportunity for MWSBE participation or if a scope of work has been enlarged or increased, then the Contractor shall notify the Department Head.

5.4.2 Notice: Contractor shall promptly notify the Department Head of the new opportunity for MWSBE participation and whether existing MWSBE Subcontractors on the Contract can and/or will perform the new work.

5.4.3 Response: Upon receipt of the notice under Section 5.4.2, the Department Head shall notify the Contractor that (i) there will be no Supplemental Goal or (ii) there will be a Supplemental Goal based on MWSBE availability.

Section 7.12: Financial Partners

7.12.1 Exemption: If a Financial Partner currently administers a program for MWSBEs, then the Financial Partner may seek an exemption from the Business Inclusion Officer by communicating an intent to use the Financial Partner's existing program in lieu of adhering to the CBI Program. Determinations are made on a case-by-case basis by Business Inclusion Officer.

7.12.2 Contract Goals: A Financial Partner shall be subject to Section 3 (Goals) and Section 4 (Good Faith Efforts) if the Financial Partner has not been exempted pursuant to Section 7.11.1.